

Bylaws YEAR 2014
 Student Nurses Organization
 at Mohave Community College

ARTICLE I

Name of Organization

Section 1

A. The name of this organization shall be the Student Nurses Organization at Mohave Community College, herein after referred to as SNO-MCC, a constituent of the Student Nurses Association of Arizona (SNAAZ) and the National Student Nurses Association (NSNA).

ARTICLE II

Purpose & Function

Section 1, Purpose

- A. To foster beginning professional values and an understanding of the broader scope of nursing as it relates to individual care, community service and societal need.
- B. To serve as a supportive resource and a communication forum to its members by aiding in the development of the whole person and their professional role.
- C. To provide programs representative of fundamental interests and concerns to nursing students.

Section 2, Function

- A. To have direct input into standards of nursing education and influence the education process.
- B. To influence health care, nursing education and practice through legislative activities as appropriate.
- C. To promote and encourage participation in community affairs and activities toward health care and the resolution of related social issues.
- D. To represent nursing students to the consumer, institutions, and other organizations.
- E. To promote and encourage students' participation in interdisciplinary activities.
- F. To Promote and encourage recruitment efforts, participation in student activities, and educational opportunities regardless of a person's race, color, creed, sex, lifestyle, national origin, age, or economic status.
- G. To promote and encourage collaborative relationships with the Arizona Nurses Association (AzNA), SNAAZ and NSNA.
- H. Conduct at least one fund-raiser per academic year.

ARTICLE III

Members

Section 1, School Constituent

- A. SNO-MCC shall be composed of at least 10 active NSNA members; members required to meet national requirements of constituency status. There shall be only one chapter at Mohave Community College.
- B. For yearly recognition as a constituent, President of SNO-MCC shall submit annually the official application for NSNA Constituency Status.

Section 2, Membership

A. Active Members

- Have a current NSNA membership card.
- Student currently enrolled in a Nursing Program.
- Active members shall have all privileges of membership.

B. Sustaining Members

- Have a current NSNA membership card.
- Pre-nursing students accomplishing general education and prerequisites with a declared major as Nursing prior to acceptance in the Nursing Program.
- Sustaining members shall have all privileges of membership except the right to hold office at local, state, or national levels.

ARTICLE IV

Dues

Section 1

- A. SNO-MCC does not require school chapter dues.
- B. Students shall become NSNA members and shall pay dues according to current NSNA requirements.

ARTICLE V

Meetings

Section 1

- A. There shall be at least two regular meetings each academic semester, dates and times subject to change by the President of SNO-MCC. If possible, the ITV system will be utilized.

Section 2

- B. Special meetings may be called at the discretion of the President.

ARTICLE VI

Dress Code

Section 1

- A. A dress code will be enforced for all NSNA activities; i.e. talking to classes for recruitment into the NSNA, representing NSNA at any function on or off campus.

Section 2

- A. Clinical whites may be worn if desired for any SNO activity.
- B. SNO shirts may be worn instead of clinical whites along with solid color scrub pants.

Section 3

- A. Professional dress will be adhered to for all SNO activities if clinical whites or SNO shirt are not worn.

B. Men

- Business suit with collar dress shirt, and a necktie or
- Sport coat, dress slacks, collar shirt, and a necktie or
- Dress slacks, collar shirt, and necktie
- Dress shoes and socks

C. Women

- Business suit with blouse or
- Business pantsuit with blouse or
- Skirt or dress slacks with blouse or sweater or
- Business dress
- Dress shoes

ARTICLE VII

Officers

Section 1

Revised: 3-18-2013

- A. President
- B. Vice-President
 - Kingman
 - Lake Havasu
 - Bullhead
 - Mohave North
- C. Secretary
- D. Treasurer
- E. Special Projects Coordinator
- F. Student Representative
 - Kingman
 - Lake Havasu
 - Bullhead
 - Mohave North

Section 2

- A. Each officer shall serve a term of one academic year. Membership reserves the right to dismiss any officer not fulfilling his or her obligations. The motion to dismiss must be approved by 51% vote of members present at time of dismissal.
- B. Officer positions can only be held by active NSNA members.
- C. If it is found that an officer or newly elected officer is not a NSNA member, the officer will have 30 days to become an NSNA member or forfeit their position.

ARTICLE VIII

Advisor(s)

Section 1

- A. There shall be a minimum of one and maximum of five MCC employee advisors selected by the officers to serve for one academic year, without limit to the number of consecutive years of service eligibility. The Executive Board reserves the right to select an alternative MCC employee advisor.

Section 2, Role

The Advisor(s) shall:

- A. Be a non-voting member of the organization.
- B. Act as a liaison between the organization and MCC staff.
- C. Act as consultant on organizational matters.

ARTICLE IX

Elections

Section 1

Each academic year a Nominating Committee of SNO-MCC shall be formed and:

- A. Strive to obtain a minimum of 2 candidates for each office
- B. Obtain signed willingness to serve form from each candidate.
- C. Prepare and distribute ballots with candidates for the following officers: President, Vice-President for each campus, Secretary, Treasurer, Special Projects Coordinator and Student Representatives for each campus.
- D. Tally and announce election results.
- E. Notify all persons slated on the ballot of election results and instruct newly elected officers to be present for installation of officers at the last official meeting of the year.

Section 2

A. Members of the SNO-MCC Nominating Committee shall consist of one student from each campus. These SNO-MCC members will be appointed by the President of SNO-MCC and will not be eligible for nomination and election to office.

Section 3

A. Election of officers shall be by written secret ballot and shall be held in Mid-March of each academic year.

Section 4

A. Each SNO-MCC member shall have one vote

Section 5

A. The candidate receiving the highest number of votes for that office shall be declared the winner. In the event of a tie, a re-vote shall be held using a written secret ballot.

Section 6

A. In the event that all officers are nominated unopposed, each officer shall be appointed to office by default, without formal elections.

ARTICLE X**Vacancies***Section 1*

A. Should the office of the President become vacant, the Vice-President shall assume the duties of the President until the next election.

Section 2

A. Should another office become vacant, the President, with approval of the officers, shall appoint a member to fill the vacancy until the next election. A special election may be held at the discretion of the officers.

ARTICLE XI**Delegates***Section 1, Purpose and Function*

A. To serve as a spokesperson for this association at the state and national conventions.

B. Present to the state organization all proposed resolutions or amendments to the bylaws or policies proposed by this association.

C. Keep informed as to all current and proposed resolutions at the state and national levels and report information to this association's membership at regularly scheduled membership meetings.

D. Make available to members explanations, updates, and copies of current and proposed state and national resolutions.

Section 2, Qualifications and Appointment

A. Be a current member of NSNA.

B. Executive Board will solicit candidates for delegates for state and national conventions and present the slate of candidates to the membership for vote. The nominee(s) receiving the majority of votes cast shall be awarded the position.

C. Delegates shall be elected by written secret ballot of the membership.

D. The number of delegates to be selected shall be determined by the state and national bylaws.

ARTICLE XII

Revised: 3-18-2013

Officer Duties

Section 1, Duties of Officers

A. The PRESIDENT shall:

- Call for meetings of the officers and the organization as a whole
- Preside at all meetings of the officers and the organization as a whole.
- Distribute an agenda prior to meetings of the general membership, including date, time, and place of meetings.
- Appoint special committees with approval of the officers and the Faculty Advisor.
- Act as ex-officio member of all committees.
- Attend or send SNO-MCC representative to College/Nursing Department meetings or events when requested.
- Serve as a member of the Executive Board.

B. The VICE-PRESIDENT (for each campus) shall:

- Perform the duties of the President in the absence of the officer, whether absence is temporary or permanent.
- Perform all other duties as designated by the officers.
- Attend Student Activities Council (SAC) meetings, to be a representative on behalf of SNO-MCC.
- Serve as the chairperson of Projects Committee.
- Coordinate fund-raisers.
- Coordinate extra projects as assigned by the Executive Board.
- Serve as a member of the Executive Board.

C. The SECRETARY shall:

- Keep accurate records of all meetings of the officers and the organization as a whole.
- Shall record and distribute the minutes of all meetings of SNO-MCC.
- Attend to all correspondence.
- Act as Archivist for the organization, keeping on file permanent records of all reports, records, and documents submitted to the Secretary.
- Serve as a member of the Executive Board.

D. The TREASURER shall:

- Keep accurate entries of all acquisitions and disbursements of organization funds, and provide written financial reports to membership at regular meetings.
- Remit payment for approved debits as follows: all funds disbursed shall have prior approval from the Executive Board except for the payment of supplies.
- Serve as a member of the Executive Board.

E. The STUDENT REPRESENTATIVE (for each campus) shall:

- Act as a liaison between the student body and the Executive Board.
- Promote SNO and NSNA.
- Attend Student Activities Council (SAC) meetings, to be representative on behalf of SNO-MCC.
- Serve as a member of the Executive Board.

ARTICLE XIII

Amendments

Section 1

Amendments to the Constitution and Bylaws shall be:

A. Made as stated in the Constitution.

B. Proposed and submitted by the officers and sent to members at least four weeks prior to the vote at a SNO-MCC meeting.

C. Amended by a two-thirds majority vote of the membership present at a SNO-MCC general meeting or a special meeting called for this purpose.

Revised: 3-18-2013

ARTICLE XIV

Parliamentary Authority

Section 1

A. All meetings of the associated shall be conducted according to the parliamentary law as set forth in Robert's Rules of Order Newly Revised where the rules apply and are not in conflict with the by laws.